

SCOPE OF WORK/WORK PLAN FORMAT

Final Report

Grant Funds Received in Fiscal Year 2012-13: \$100,000

Program/Project Summary: Senior Brown Bag, Agencies, Harvest Bag, CalFresh

Goal/Objective	Major Tasks/Outputs (in order to achieve goal)	% of Goal Achieved/ Outcomes
Senior Brown Bag: To maintain increased levels of service experienced in 2011-2012.	<p>1a – To continue uninterrupted service to 15 Brown Bag sites.</p> <p>1b – To develop 10 more volunteers willing to take food bags for home deliveries to shut-ins.</p>	<p>1a – As reported in this year's application, we have continued all of the sites into 2013, converting 6 more of them to the use of USDA food, decreasing costs while providing an assured quantity and variety of healthy food. 100% of goal achieved.</p> <p>1b – We have increased training of volunteers through site monitoring visits, provided more support, and added 15 volunteers for home deliveries. We are finding home delivery to be the fastest growing need in our county. 150% of goal achieved.</p>
Agencies Program: To better provide resources to agencies that will help them improve the safety and efficiency of their emergency food programs.	<p>2a – To improve food safety awareness through 100% participation in online safety certification of at least one leader at each agency.</p> <p>2b – To increase monitoring support of agencies by increasing frequency of visits to every 18 months (from 24 mo.) to assure their needs are met, they are aware of Food Bank resources, and they benefit fully from Food Bank relationship.</p>	<p>2a – Food Safety certification continues at all sites, with 100% of agencies with at least one key person certified. We continue to monitor through Shared Google Documents to ensure that changes in agency volunteers do not affect their certification status. 100% of goal achieved.</p> <p>2b – We have expanded our job descriptions to share monitoring responsibilities so that more can be accomplished with fewer visits. We are now on a pace to achieve the 'once in 18 months' goal. Since is the final report and we're not quite there, 90% of goal</p>

		achieved.
Harvest Bag Program: To better serve Harvest Bag recipients with more fresh produce as a percentage of total pounds distributed.	<p>3a – To increase produce to 47% of content of bags distributed.</p> <p>3b – To lower costs of Harvest Bag distributions by consolidating sites in North County with other programs, and increasing service at South County sites.</p>	<p>3a – By the end of 2012, fresh produce had increased to 48% of our distributions, and has continued through 2013. 110% of goal achieved.</p> <p>3b – We have ended all deliveries to north county, serving those populations with deliveries to Brown Bag and USDA sites, increasing food quantities to the remaining Harvest Bag sites in south county and on the coast. 100% of goal achieved.</p>
CalFresh Outreach: To train more volunteer support for Food Stamp Outreach, and help increase by 10% the number of CalFresh participants in SLO County.	<p>4a – Advertise for bi-lingual volunteers to help in CalFresh outreach interview with the goal of at least one person to assist our CalFresh coordinator on a regular basis.</p>	<p>4a – Beginning in July of 2013, we have for the first time two full-time CalFresh Outreach people on staff. Both are Latina and bi-lingual/cultural. Volunteers help at each of our venues to explain the advantages of CalFresh and discuss eligibility requirements while people are waiting for their food distribution. 100% of goal achieved.</p>
Program/Project OUTPUTS:		
<i>See table above, column 2.</i>		
Program/Project OUTCOMES:		
<i>See table above, column 3.</i>		

Carl Hansen, CEO 7/29/13

**FINAL REPORT FOR 2012-2013
PROGRAM BUDGET**

	Project Expense	Grant Budget Requested	Other Funding Available* Amount & Source
I. PERSONNEL EXPENSES (associated with the proposed project)			
Brown Bag Program	30,039	5,000	25,039
Distribution to Agencies	108,920	22,500	86,420
Harvest Bag Program	130,457	12,500	117,957
CalFresh Outreach Program	56,900	10,000	46,900
Subtotal – Personnel Expenses	326,316	50,000	276,316
II. OPERATING EXPENSES (associated with the proposed project)			
Brown Bag Program Costs	37,849	5,000	32,849
Agencies Program Costs	330,810	30,000	300,810
Harvest Bag Program Costs	135,000	10,000	125,000
CalFresh Outreach Costs	30,008	5,000	25,008
Subtotal – Operating Expenses	533,667	50,000	483,667
III. INDIRECT @14.82% OF PERSONNEL	48,656		48,656
Total Grant Project Expenses	908,641	100,000	808,641

Carl R. Hansen, CEO 7/29/13